

**Application for Federal Assistance SF-424**

**\* 1. Type of Submission:**

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☐ New  
☒ Continuation  
☐ Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify):**

**\* 3. Date Received:**

05/16/2012

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

V002420-02

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

New Jersey Department of Environmental Protection

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

21-6000928

**\* c. Organizational DUNS:**

6074151970000

**d. Address:**

**\* Street1:**

P.O. Box 420

**Street2:**

**\* City:**

Trenton

**County/Parish:**

**\* State:**

NJ: New Jersey

**Province:**

**\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

08625-0437

**e. Organizational Unit:**

**Department Name:**

**Division Name:**

**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:**

Mr.

**\* First Name:**

Fred

**Middle Name:**

**\* Last Name:**

Mumford

**Suffix:**

**Title:**

Section Chief

**Organizational Affiliation:**

**\* Telephone Number:**

609-530-~2474

**Fax Number:**

609-530-3344

**\* Email:**

Fred.Mumford@dep.state.nj.us

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.802

CFDA Title:

Superfund State, Political Subdivision, and Indian Tribe Site\_Specific Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-R2-01

\* Title:

Region 2 State Opportunities

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Hazardous Waste Site Inventory Preliminary Assessments and Site Investigations (PA-SI)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

12

b. Program/Project

All

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

10/01/2002

\* b. End Date:

09/30/2013

**18. Estimated Funding (\$):**

* a. Federal	765,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	765,000.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☒ a. This application was made available to the State under the Executive Order 12372 Process for review on

05/08/2012

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

Mr.

\* First Name:

David

Middle Name:

\* Last Name:

Sweeney

Suffix:

\* Title:

Assistant Commissioner

\* Telephone Number:

609-292-1250

Fax Number:

\* Email:

David.Sweeney@dep.state.nj.us

\* Signature of Authorized Representative:

Therese Kell

\* Date Signed:

05/16/2012





# BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006

Expiration Date: 06/30/2014

## SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. PA/SI	66.802	\$	\$	\$ 765,000.00	\$	\$ 765,000.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 765,000.00	\$	\$ 765,000.00

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# SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) PA/SI	(2)	(3)	(4)	
a. Personnel	\$ 345,682.00	\$	\$	\$	\$ 345,682.00
b. Fringe Benefits	131,187.00				131,187.00
c. Travel	1,455.00				1,455.00
d. Equipment	0.00				
e. Supplies	9,850.00				9,850.00
f. Contractual	148,100.00				148,100.00
g. Construction	0.00				
h. Other	26,200.00				26,200.00
i. Total Direct Charges (sum of 6a-6h)	662,474.00				\$ 662,474.00
j. Indirect Charges	102,526.00				\$ 102,526.00
k. TOTALS (sum of 6i and 6j)	\$ 765,000.00	\$	\$	\$	\$ 765,000.00
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>
9. <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
10. <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
11. <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
12. TOTAL (sum of lines 8-11)	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input style="width: 95%; text-align: right; value: 765,000.00;" type="text"/>	\$ <input style="width: 95%; text-align: right; value: 191,250.00;" type="text"/>	\$ <input style="width: 95%; text-align: right; value: 191,250.00;" type="text"/>	\$ <input style="width: 95%; text-align: right; value: 191,250.00;" type="text"/>	\$ <input style="width: 95%; text-align: right; value: 191,250.00;" type="text"/>
14. Non-Federal	\$ <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
15. TOTAL (sum of lines 13 and 14)	\$ <input style="width: 95%; text-align: right; value: 765,000.00;" type="text"/>	\$ <input style="width: 95%; text-align: right; value: 191,250.00;" type="text"/>	\$ <input style="width: 95%; text-align: right; value: 191,250.00;" type="text"/>	\$ <input style="width: 95%; text-align: right; value: 191,250.00;" type="text"/>	\$ <input style="width: 95%; text-align: right; value: 191,250.00;" type="text"/>

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>
17. <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
18. <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
19. <input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
20. TOTAL (sum of lines 16 - 19)	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>	\$ <input style="width: 95%;" type="text"/>

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: <input style="width: 95%; text-align: right; value: 662,473.31;" type="text"/>	22. Indirect Charges: <input style="width: 95%; text-align: right; value: 102,526.69;" type="text"/>
23. Remarks: <input style="width: 95%; text-align: left; value: fringe 37.95% Indirect 21.50%;" type="text"/>	

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### ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.



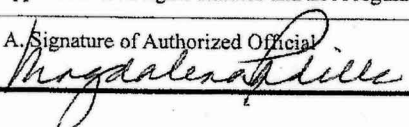
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p><b>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</b></p> <p>Therese Kell</p>	<p><b>* TITLE</b></p> <p>Assistant Commissioner</p>
<p><b>* APPLICANT ORGANIZATION</b></p> <p>New Jersey Department of Environmental Protection</p>	<p><b>* DATE SUBMITTED</b></p> <p>05/16/2012</p>

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**Preaward Compliance Review Report for  
All Applicants and Recipients Requesting EPA Financial Assistance**

Note: Read instructions on other side before completing form.

<b>I. Applicant/Recipient (Name, Address, State, Zip Code).</b> NJ Department of Environmental Protection, P. O. Box 420, Trenton, NJ 08625	<b>DUNS No.</b> 607415197
<b>II. Is the applicant currently receiving EPA assistance?</b> Yes	
<b>III. List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.)</b> 4 - Race Discrimination 2- Age Discrimination (employment related cases submitted by DEP employees)	
<b>IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective action taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.)</b> None	
<b>V. List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))</b> US Department of Labor Compliance Review initiated 12-9-08. Related Compliance Evaluation dated 9-1-09 attached	
<b>VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.</b> Yes <b>XX</b> No	
<b>a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).</b> Yes      No	
<b>b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. § 7.70) applies.</b> Yes      No	
<b>VII.* Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its programs or activities? (40 C.F.R. § 5.140 and § 7.95)</b> <b>XX</b> Yes      No	
<b>a. Do the methods of notice accommodate those with impaired vision or hearing?</b> <b>XX</b> Yes      No	
<b>b. Is the notice posted in a prominent place in the applicant's offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications?</b> <b>XX</b> Yes      No	
<b>c. Does the notice identify a designated civil rights coordinator?</b> <b>XX</b> Yes      No	
<b>VIII.* Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves? (40 C.F.R. § 7.85(a))</b> No, other than the Census Data	
<b>IX.* Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166)</b> No official policy. The Department's Office of Human Resources maintains a file of all bilingual employees to address limited English proficiency issues.	
<b>X.* If the applicant/recipient is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.</b> Pamela Lyons, Director, Equal Opportunity & Public Contract Assistance, 428 E. State St., P.O. Box 402, Trenton, NJ 08625, Pamela.Lyons@dep.state.nj.us (609) 984-9742 fax (609) 984-9789	
<b>XI.* If the applicant/recipient is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or Internet address for, or a copy of, the procedures.</b> Yes. DEP Policy and Procedure 2.48	
<b>For the Applicant/Recipient</b>	
I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.	
<b>A. Signature of Authorized Official</b> 	<b>B. Title of Authorized Official</b> Chief of Staff <b>C. Date</b> 4-26-2012
<b>For the U.S. Environmental Protection Agency</b>	
I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.	
<b>A. Signature of Authorized EPA Official</b>	<b>B. Title of Authorized EPA Official</b> <b>C. Date</b>
See ** note on reverse side	



NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
HAZARDOUS WASTE SITE INVENTORY (PA/SI) PROGRAM  
USEPA / NJDEP COOPERATIVE AGREEMENT  
FEDERAL FISCAL YEAR 2013  
(OCTOBER 1, 2012 – SEPTEMBER 30, 2013)

STATEMENT OF WORK

Under this cooperative agreement the New Jersey Department of Environmental Protection (NJDEP) will receive financial assistance from the US Environmental Protection Agency (EPA) to continue the Hazardous Waste Site Inventory (PA/SI) Program originally provided for in Section 3012 of the Resource Conservation and Recovery Act (RCRA), amended by Section 104(b) and (d) of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and continued under a Multi-Site Cooperative Agreement (MSCA).

The NJDEP will perform the same activities under this cooperative agreement that were specified in the RCRA 3012, CERCLA 104 and prior MSCA applications, with modifications which maintain consistency with EPA's pre-remedial strategy under the Superfund Amendments and Reauthorization Act of 1986 (SARA) and subsequent EPA policy and guidance.

This cooperative agreement will allow the NJDEP to continue performing Pre-CERCLIS Screening Assessments (PSAs), Preliminary Assessments (PAs), Site Inspections (SIs), Expanded Site Inspections (ESIs) and Site Reassessments (SRs) for twelve months from October 1, 2012 through September 30, 2013. The NJDEP maintains an Immediate Environmental Concern (IEC) inventory, a database of contaminated public and private potable well cases for which no source or responsible party has been identified. PSA candidates are identified as potential sources of NJDEP's IEC cases. The NJDEP will pre-screen suspected sources of contamination using field analytical methods, and only sites warranting further investigation will be entered into the Comprehensive Environmental Response, Compensation and Liability Information System (CERCLIS). Consequently, only high priority sites will be entered into CERCLIS and proceed through the Superfund screening process. Sites will be evaluated using EPA's Pre-CERCLIS Screening Assessment Checklist/Decision Form, or equivalent. Sites will be listed in CERCLIS before being considered for PA, SI and ESI work unless otherwise approved by EPA. NJDEP will prioritize completed PAs, SIs and ESIs for remedial action using the Hazard Ranking System (HRS) QuickScore. These actions will result in the identification of sources of potable well contamination throughout the State. The sources will then be prioritized for remedial action. SR candidates are selected by cross matching sites that appear on CERCLIS with sites that have received a No Further Action designation by the NJDEP.

Amendment Duration: 12 Months

Budget Period: October 1, 2012 – September 30, 2013

<b>TOTAL SALARY</b>	<b>579,395.01</b>
<b>TOTAL OPERATIONAL</b>	<b>185,604.99</b>
<b>TOTAL BUDGET</b>	<b>765,000.00</b>

## GRANT OUTPUTS

AMENDMENT DURATION - 12 MONTHS (OCTOBER 1, 2012 – SEPTEMBER 30, 2013)

THE GRANT WILL FUND 3.8 POSITIONS FOR 1 YEAR = 3.8 MAN-YEARS

1 STATE MAN-YEAR = 1,411 MAN-HOURS (35 HOUR WORKWEEK) EXCLUDES HOLIDAYS, LEAVE, TRAINING AND ADMINISTRATIVE TASKS

FEDERAL FISCAL YEAR 2012 OUTPUTS			
MAN-YEARS	MAN HOURS / MAN YEAR	MAN-HOURS	
3.8	1,411	5,360.00	
OUTPUT	TOTAL FFY11 OUTPUTS	HOURS PER OUTPUT	TOTAL MAN- HOURS
PSAs	7	80	560
PAs	8	50	400
SIs	5	520	2,600
ESIs	1	1,200	1,200
SRs	2	300	600
			<b>5.360</b>

MAN-HOUR EXPENDITURE FOR GRANT OUTPUTS

5,360 MAN-HOURS

AVAILABLE

0 MAN-HOURS



## **TRAINING**

**TRAINING EXCLUDED FROM THE FTE CALCULATION AS A NON-OUTPUT RELATED ACTIVITY IS AS FOLLOWS:**

- ANNUAL 8-HOUR HEALTH AND SAFETY REFRESHER AND MISCELLANEOUS TRAINING

**MISCELLANEOUS TRAINING INCLUDES:**

- INTRODUCTION TO GROUNDWATER INVESTIGATIONS
- SUPERVISOR 8-HOUR HEALTH AND SAFETY TRAINING
- ENVIRONMENTAL RISK ASSESSMENT
- SUPERFUND COMMUNITY RELATIONS
- SAMPLING FOR HAZARDOUS MATERIALS
- CPR CERTIFICATION/RE CERTIFICATION
- BASIC FIRST AID
- DEFENSIVE DRIVING
- PA/SI TRAINING FOR THE REVISED HRS
- PERSONAL COMPUTER INSTRUCTION (WINDOWS, WORD, ACCESS, EXCEL, GRAPHICS, ARCVIEW, ETC.)
- PERSONAL DEVELOPMENT (TIME MANAGEMENT, TECHNICAL WRITING, ETC.)
- MANAGEMENT TRAINING
- MONITORING INSTRUMENT AND SAMPLING EQUIPMENT TRAINING PROVIDED BY VENDORS
- OTHER CERCLA/SUPERFUND RELATED TRAINING, SEMINARS AND CONFERENCES DEEMED APPROPRIATE BY THE NJDEP/EPA PROJECT MANAGERSQUARTERLY REPORTS

As part of the cooperative agreement, the NJDEP will assign one activity code for all PSA work, one activity code for all PA work, one activity code for all SI work and one activity code for all ESI work. All site-specific work, whether PA, SI or ESI, will be coded to a site-specific job number for cost recovery and tracking purposes. A job number designated for the exclusive use of this grant will govern general administrative tasks. The use of separate and distinct job numbers and activity codes will allow NJDEP to track and account for the actual number of man-hours coded for any phase of any site during a particular grant period.

Quarterly reports will be prepared and submitted in accordance with the "PA/SI State Cooperative Agreement Guidance" and will include the following information for completed PAs, SIs and ESIs:

- o Site name, municipality and county
- o EPA ID Number
- o Priority designation/recommendations

The NJDEP will pre-screen suspected sources using field analytical methods as part of the Pre-CERCLIS Screening Assessment (PSA), and although many more sites will be evaluated using this approach, a PA and SI will only be completed for sites warranting further investigation. Consequently, NJDEP will significantly reduce the number of NFRAP sites entered into CERCLIS. Quarterly reports and completed PSA, PA, SI and ESI packages will be submitted as follows:

<u>QUARTER</u>	<u>PSAs</u>	<u>PAs</u>	<u>SIs</u>	<u>ESIs</u>	<u>SRs</u>
1 (October 1 – December 31, 2011)	1	2	1	0	0
2 (January 1 – March 31, 2012)	1	2	1	0	0
3 (April 1 – June 30, 2012)	2	2	1	0	0
4 (July 1 – September 30, 2012)	3	2	2	1	2
<b>TOTALS</b>	<b>7</b>	<b>8</b>	<b>5</b>	<b>1</b>	<b>2</b>

Meetings between the NJDEP and EPA project managers, or their designees, will occur at the project managers' discretion.

### **Special Travel**

#### National Site Assessment Symposium (NSAS)

The NSAS is a 4-day event occurring biennial basis. One NJDEP staff member will attend the conference. A conference is scheduled for FFY 2013.

## OPERATIONAL BUDGET DETAILS

### SUPPLIES

#### (21) MISCELLANEOUS PRINTING AND OFFICE SUPPLIES

BALL POINT PENS, FELT TIP MARKERS, HIGHLIGHTER MARKERS, PENCILS, WRITING PAPER, LETTER PAPER, ENVELOPES, REPORT BINDERS, REPORT COVERS, FILE FOLDERS, HANGING FOLDERS, APPOINTMENT BOOKS, RUBBER BANDS, PAPER CLIPS, STAPLERS, STAPLES, SCISSORS, RULERS, COMPASSES, SCALES, CALCULATORS, DICTIONARIES, STAPLE REMOVERS, THUMB TACKS, BUSINESS CARDS, FILE CABINETS, PENCIL SHARPENERS, LETTER TRAYS, CELLOPHANE TAPE, TAPE DISPENSERS, ROLODEX, BULLETIN BOARDS, FIELD LOG BOOKS, NOTEBOOKS, CLIPBOARDS, TYPE CORRECTION FLUID, LOOSELEAF BINDERS, COPIER PAPER, TONER, ETC.

#### (24) MISCELLANEOUS DISPOSABLES

MISCELLANEOUS DISPOSABLE SUPPLIES NOT ANTICIPATED OR IN EXCESS OF THE ITEMIZED QUANTITIES

#### (26) MISCELLANEOUS SAMPLING SUPPLIES

FILM AND PROCESSING, FIELD GC CALIBRATION STANDARDS AND SUPPLIES, MISCELLANEOUS SAMPLING SUPPLIES NOT ANTICIPATED OR IN EXCESS OF THE ITEMIZED QUANTITIES

#### (34) MISCELLANEOUS SOFTWARE AND SUPPLIES

DISKETTES, DISKETTE HOLDERS, REPLACEMENT OR INNOVATIVE SOFTWARE

#### (76) MISCELLANEOUS SAMPLING TOOLS

NON-DISPOSABLE SAMPLING TOOLS AND EQUIPMENT

#### (77) COMPUTERS - HARDWARE-RELATED SUPPLIES AND EQUIPMENT

### EQUIPMENT

#### (74) REPLACEMENT VEHICLE

A VEHICLE PURCHASE IS NOT SCHEDULED FOR FFY12

VEHICLES ARE REQUIRED TO TRANSPORT STAFF AND SAMPLING EQUIPMENT TO SITES THROUGHOUT THE STATE. THE VEHICLE WILL ALSO BE UTILIZED FOR TRANSPORTING STAFF TO LOCAL OFFICES FOR FILE REVIEWS

### CONTRACTUAL

#### (36) PROFESSIONAL SERVICES

EACH CONTRACT UTILIZED BY THE NJDEP IS COMPETED.

### OTHER SERVICES

#### (38) TRAINING, CONFERENCE AND SEMINARS

THIS ACCOUNT INCLUDES ALL CHARGES FOR ORGANIZED PROGRAMS FOR EDUCATION, TRAINING AND DEVELOPMENT OF NJDEP STAFF SUCH AS CONFERENCE AND INSTRUCTOR FEES, TRAINING CONFERENCES OR PRESENTATIONS, TUITION PAYMENTS AND RELATED CHARGES.

## PROFESSIONAL SERVICES

### SAMPLE ANALYSES

ROUTINE ANALYTICAL SERVICES (SOIL, GROUND WATER, SURFACE WATER, SEDIMENTS AND AIR) WITH THE EXCEPTION OF POTABLE WATER, WILL BE PROVIDED UNDER THE EPA CONTRACT LABORATORY PROGRAM.

#### ANTICIPATED CLP WORKLOAD

5 SITE INSPECTIONS	
35 SAMPLES/SITE INSPECTION (SI)	
35 SAMPLES/SI X 5 SIs =	175 SAMPLES
1 EXPANDED SITE INSPECTIONS	
35 SAMPLES/EXPANDED SITE INSPECTION (ESI)	
35 SAMPLES/ESI X 1 ESIs =	<u>35 SAMPLES</u>
TOTAL	210 CLP SAMPLES

ANALYSIS OF POTABLE WATER SAMPLES FOR VOLATILE ORGANICS WILL BE PERFORMED UNDER NEW JERSEY LABORATORY ANALYSIS CONTRACT X-26411

#### ANTICIPATED POTABLE WATER SAMPLES FOR VOLATILE ORGANIC ANALYSIS

5 SITE INSPECTIONS	
5 SAMPLES/SITE INSPECTION (SI)	
5 SAMPLES/SI X 5 SIs =	25 SAMPLES
1 EXPANDED SITE INSPECTIONS	
5 SAMPLES/EXPANDED SITE INSPECTION (ESI)	
5 SAMPLES/ESI X 1 ESIs =	<u>5 SAMPLES</u>
TOTAL WATER SAMPLES FOR VOLATILE ORGANIC ANALYSIS	30 SAMPLES
COST/SAMPLE - \$130	
TOTAL COST - 30 SAMPLES @ \$130/SAMPLE =	<b>\$ 3,900</b>

NON-ROUTINE ANALYSES OR PROCEDURES REQUIRED TO APPROPRIATELY CHARACTERIZE OR DELINEATE A CONTAMINANT SOURCE, SUCH AS TPHC OR FIELD SCREENING METHODS, WILL BE ARRANGED BY THE NJDEP. THIS INCLUDES ALL ANALYSES PERFORMED BY THE NJDEP MOBILE LABORATORY DURING THE PRE-CERCLIS SCREENING ASSESSMENT.

PROFESSIONAL SERVICES (continued)

SAMPLE ANALYSES

NJDEP MOBILE LABORATORY SAMPLE ANALYSES

7 PRE-CERCLIS SCREENING ASSESSMENTS (PSA)

15 SAMPLES/PSA

15 SAMPLES/PSA X 7 PSAs = 105 SAMPLES

TOTAL – 105 WATER SAMPLES FOR VOLATILE ORGANIC ANALYSIS

COST/SAMPLE - \$40

TOTAL COST – 105 SAMPLES @ \$40/SAMPLE = \$ 4,200.00

DATA VALIDATION

VALIDATION FOR ROUTINE ANALYTICAL SERVICES (SOIL, GROUND WATER, SURFACE WATER, SEDIMENTS, AND AIR), WITH THE EXCEPTION POTABLE WATER, WILL BE PROVIDED UNDER THE EPA CONTRACT LABORATORY PROGRAM.

ANTICIPATED CLP VALIDATION WORKLOAD

5 SITE INSPECTIONS

35 SAMPLES/SITE INSPECTION (SI)

35 SAMPLES/SI X 5 SIs =

175 SAMPLES

1 EXPANDED SITE INSPECTIONS

35 SAMPLES/EXPANDED SITE INSPECTION (ESI)

35 SAMPLES/ESI X 1 ESIs =

35 SAMPLES

TOTAL 210 CLP SAMPLES

VALIDATION OF POTABLE WATER SAMPLES WILL BE PERFORMED BY THE NJDEP, OFFICE OF DATA QUALITY

ANTICIPATED POTABLE WATER VALIDATION WORKLOAD

5 SITE INSPECTIONS

5 SAMPLES/SITE INSPECTION (SI)

5 SAMPLES/SI X 5 SIs =

25 SAMPLES

1 EXPANDED SITE INSPECTIONS

5 SAMPLES/EXPANDED SITE INSPECTION (ESI)

5 SAMPLES/ESI X 1 ESIs =

5 SAMPLES

TOTAL 35 POTABLE WATER SAMPLES



VALIDATION FOR NON-ROUTINE ANALYSES OR PROCEDURES REQUIRED TO APPROPRIATELY CHARACTERIZE OR DELINEATE A CONTAMINANT SOURCE, SUCH AS TPHC OR FIELD SCREENING METHODS, WILL BE PERFORMED BY THE NJDEP. THIS INCLUDES ALL ANALYSES PERFORMED BY THE NJDEP MOBILE LABORATORY DURING THE UNKNOWN SOURCE INVESTIGATION (USI).

#### FIELD SAMPLING AND WELL DRILLING SERVICES

FIELD SAMPLING ACTIVITIES INCLUDING SAMPLE COLLECTION, FIELD GC SCREENING, GEOPROBE OPERATION AND WELL DRILLING WILL BE PERFORMED UNDER THE NJDEP FIELD SAMPLING SERVICES CONTRACT (X-22349) AND NJDEP SUBSURFACE REMEDIATION AND RECOVERY SERVICES CONTRACT (X-33154) TO THE GREATEST EXTENT POSSIBLE.

#### ANTICIPATED USE OF FIELD SAMPLING AND WELL DRILLING SERVICES

7 PRE-CERCLIS SCREENING ASESMENTS @ \$5,000	= \$ 35,000
5 SITE INSPECTIONS @ \$15,000	= \$ 75,000
1 EXPANDED SITE INSPECTIONS @ \$30,000	= \$ 30,000

TOTAL COST – FOR FIELD SAMPLING AND WELL DRILLING SERVICES	= <b>\$140,000</b>
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## OUTPUT (TASK) DETAILS

### PRE-CERCLIS SCREENING ASSESSMENT

The Pre-CERCLIS Screening Assessment (PSA) is a site discovery initiative intended to focus limited State and Federal resources on those sites of greatest environmental significance. Cases being considered for investigation will be selected from the NJDEP's Immediate Environmental Concern (IEC) inventory, a database of contaminated public and private potable well cases for which no source has been identified. The NJDEP will pre-screen suspected sources using field analytical methods, and although many more sites will be evaluated using this approach, only sites warranting further investigation will be entered into the Comprehensive Environmental Response, Compensation and Liability Information System (CERCLIS). Consequently, NJDEP will significantly reduce the number of NFRAP sites entered into CERCLIS. Sites warranting further investigation will be listed in CERCLIS before being considered for SI and ESI work unless otherwise approved by EPA.

Various tasks are routinely performed as part of the PSA:

- o review of site specific federal, state and local government files, reports and records
- o interviews with federal, state and local government personnel
- o review of geological, hydrological, topographical and meteorological data available from federal, state and local government offices or other comparable institutions
- o review of state and local water supply records
- o review of available aerial photographs
- o pre-sampling assessment
- o sampling, safety and QA plan preparation
- o collect ground water screening samples
- o sample analysis
- o data validation
- o data evaluation
- o report preparation

PSAs will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using EPA's Pre-CERCLIS Screening Assessment Checklist/Decision Form, or equivalent.

PKL-CERCLIS SCREENING ASSESSMENT WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. FILE SEARCH	5
A. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
B. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION	
C. LOCATE AND REVIEW EXISTING AERIAL PHOTOGRAPHS	
D. LOCATE AND COPY REQUIRED MAPS	
E. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. PRE-SAMPLING ASSESSMENT	2
A. NOTIFY APPROPRIATE OFFICES OF SITE VISIT AND OBTAIN SITE ACCESS APPROVAL	
B. SCHEDULE PERSONNEL FOR SITE VISIT	
C. SITE VISIT - SELECT POSSIBLE SAMPLING LOCATIONS	
3. SAMPLING, SAFETY AND QA PLANS; SAMPLE PREP	10
A. PREPARE SAMPLING, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF SAMPLING AND OBTAIN SITE ACCESS APPROVAL	
D. SCHEDULE SAMPLE ANALYSIS	
E. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SAMPLING	
F. COORDINATE SAMPLING, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
G. SAMPLE PREP	

PRE-CERCLIS SCREENING ASSESSMENT WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
4. MOBILIZATION, SAMPLING AND DEMOBILIZATION	28
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY SAMPLE MANAGEMENT AREA, DECONTAMINATION AREA AND SAMPLING LOCATIONS	
C. OPEN SAMPLE SHUTTLES AND INITIATE SAMPLE CHAIN OF CUSTODY	
D. COLLECT GROUND WATER (GW) SAMPLES FOR GC SCREENING AND MOBILE LABORATORY ANALYSIS	
F. DOCUMENT SAMPLING ACTIVITIES	
G. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
H. COMPLETE ANALYSIS REQUESTS, SAMPLE CHAIN OF CUSTODY AND SECURE SAMPLE SHUTTLES	
I. EXIT SITE, COMPLETE FIELD LOG AND TRANSPORT SAMPLES	
J. DEMOBILIZATION UPON COMPLETION OF SAMPLING	
K. DOCUMENT SAMPLING ACTIVITIES TO PROGRAM MANAGER	
5. ON-SITE GC SCREENING ANALYSIS OF GW SAMPLES	7
6. OFF-SITE SAMPLE ANALYSIS, DATA VALIDATION AND REPORT PREPARATION (AVERAGE 15 SAMPLES/PSA)	12
7. REPORT PREPARATION/REVISION	10
A. DEVELOP USI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
8. SCREEN SITES USING EPA PSA DECISION FORM	2
9. TYPE REPORT/REVISIONS	2
10. PROGRAM MANAGER REVIEW	1
11. COPY, BIND AND FILE REPORT; DATA ENTRY	<u>1</u>
TOTAL	80

## PRELIMINARY ASSESSMENT

The purpose of a Preliminary Assessment (PA) is to demonstrate that a site warrants further remedial action and should be entered into CERCLIS. A PA is a relatively quick, low cost site evaluation based on readily available information and analytical data.

Various tasks routinely performed as part of the PA:

- o review of site specific federal, state and local government files, reports and records
- o interviews with federal, state and local government personnel
- o review of geological, hydrological, topographical and meteorological data available from federal, state and local government offices or other comparable institutions
- o review of state and local water supply records
- o review of available aerial photographs
- o off-site reconnaissance
- o interviews with site personnel
- o scoring of the site using Quickscore

NJDEP will provide EPA with abbreviated PAs consisting of a completed Quickscore, a brief site summary and a site location map.

PAs will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.



## PRELIMINARY ASSESSMENT WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. FILE SEARCH	30
A. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
B. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION	
C. LOCATE AND REVIEW EXISTING AERIAL PHOTOGRAPHS	
D. LOCATE AND COPY REQUIRED MAPS	
E. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. OFF-SITE RECONNAISSANCE	10
3. CALCULATE QUICKSCORE	5
4. PREPARE REPORT SUMMARY AND SITE MAP	4
5. PROGRAM MANAGER REVIEW	1
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TOTAL	50

## SITE INSPECTION

The purpose of a Site Inspection (SI) is to accumulate analytical data to document and characterize releases of hazardous substances at a subject site. The SI also provides more accurate information to determine and support the need for a removal or remedial action. NJDEP will provide EPA with the names of all SI candidates prior to the initiation of any SI activity.

All SIs will include a pre-sampling assessment, an on-site inspection which serves to confirm reports and information disclosed during the file search, to identify any additional areas of concern and to identify and screen potential sampling locations.

Various tasks routinely performed as part of the SI:

- o supplemental data collection for completion of Quickscore
- o pre-sampling assessment
- o sampling, safety and QA plan preparation
- o field sampling of appropriate media
- o sample analysis / data validation
- o data evaluation
- o report preparation
- o scoring of the site using Quickscore

All analytical data developed using EPA funds will be scientifically valid, legally defensible and of known precision and accuracy. A written Quality Assurance Project Plan describing the measurement system(s) and the Quality Assurance/Quality Control (QA/QC) procedures NJDEP intends to use in monitoring sample analyses will be approved by EPA, and a Health and Safety Plan will be prepared, prior to commencing any field work.

In accordance with CERCLA Section 104(a), DEP employees, officers or representatives will provide the owner, operator, or individual in charge of a site the opportunity to receive: 1) a split of each sample collected on that particular site, 2) a receipt describing the samples collected and 3) a copy of analytical results when available.

The SI will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

## SITE INSPECTION WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. FILE SEARCH	70
A. REVIEW EXISTING PA INFORMATION	
B. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
C. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION AND DEVELOPMENT OF COMBINED PA/SI NARRATIVE	
D. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA FOR COMPREHENSIVENESS AND QUALITY	
E. GENERATE AND INTERPRET A GROUND WATER MODEL	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. PRE-SAMPLING ASSESSMENT	30
A. NOTIFY APPROPRIATE OFFICES OF SITE VISIT AND OBTAIN SITE ACCESS APPROVAL	
B. SCHEDULE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SITE VISIT	
C. SITE VISIT - CONFIRM REPORTED CONDITIONS AND, IF NECESSARY, SELECT POSSIBLE SAMPLING LOCATIONS	
D. PRESENT FINDINGS TO PROGRAM MANAGER AND DETERMINE NEED FOR SAMPLING	
3. SAMPLING, SAFETY AND QA PLANS; SAMPLE PREP	50
A. PREPARE SAMPLING, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF SAMPLING AND OBTAIN SITE ACCESS APPROVAL	
D. SCHEDULE SAMPLE ANALYSIS	
E. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SAMPLING	

SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
F. COORDINATE SAMPLING, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
G. SAMPLE PREP	
4. MOBILIZATION, SAMPLING AND DEMOBILIZATION	150
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY SAMPLE MANAGEMENT AREA, DECONTAMINATION AREA AND SAMPLING LOCATIONS	
C. OPEN SAMPLE SHUTTLES AND INITIATE SAMPLE CHAIN OF CUSTODY	
D. COLLECT SAMPLES IN ACCORDANCE WITH EPA GUIDANCE AND THE MOST CURRENT NJDEP <u>FIELD SAMPLING PROCEDURES MANUAL</u>	
E. COLLECT GROUND WATER (GW) SAMPLES FOR GC SCREENING	
F. DOCUMENT SAMPLING ACTIVITIES AND PHOTOGRAPH SAMPLE LOCATIONS	
G. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
H. COMPLETE ANALYSIS REQUESTS, SAMPLE CHAIN OF CUSTODY AND SECURE SAMPLE SHUTTLES FOR SHIPPING	
I. EXIT SITE, COMPLETE FIELD LOG AND SHIP SAMPLES	
J. DEMOBILIZATION UPON COMPLETION OF SAMPLING	
K. DOCUMENT SAMPLING ACTIVITIES TO PROGRAM MANAGER	
5. GC SCREENING ANALYSIS OF GW SAMPLES	35
6. SAMPLE ANALYSIS	CLP

SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
7. QA/QC REVIEW OF NON-CLP ANALYTICAL DATA	30
8. REPORT PREPARATION/REVISION	130
A. DEVELOP COMBINED PA/SI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
D. TYPE REPORT/REVISIONS	
9. COMPLETE QUICKSCORE	15
10. PROGRAM MANAGER REVIEW	5
11. COPY, BIND AND FILE REPORT; DATA ENTRY	5
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TOTAL	520

## EXPANDED SITE INSPECTION

The purpose of an Expanded Site Inspection (ESI) is to accumulate more complete and comprehensive analytical data to document and characterize releases of hazardous substances at a subject site. The ESI provides more accurate and up-to-date information to determine and support the need for a removal or remedial action. The ESI also provides the necessary information for determining a site's eligibility for the NPL and, for sites that are eligible, assists in developing and planning the Remedial Investigation.

NJDEP will provide EPA with the names of all ESI candidates prior to the initiation of any ESI activity.

ESIs, in general, will include a pre-sampling assessment, an on-site inspection to identify any additional areas of concern and to identify and screen prospective sampling and monitoring well locations. Use of field screening is significantly increased to better characterize and delineate suspected sources, to maximize sampling efficiency and to identify and confirm impacted receptors which are attributable to the site.

Various tasks routinely performed as part of the ESI:

- o supplemental data collection for completion of Quickscore
- o ground water modeling
- o pre-sampling assessment
- o sampling, safety and QA plan preparation
- o GC screening analysis of ground water for contaminant plume tracking and to determine monitoring well locations
- o monitoring well installation
- o field sampling of appropriate media
- o potable well sampling
- o sample analysis / data validation
- o data evaluation
- o report preparation
- o completion of EPA's "Final Site Assessment" form
- o scoring of the site using Quickscore

All analytical data developed using EPA funds will be scientifically valid, legally defensible and of known precision and accuracy. A written Quality Assurance Project Plan describing the measurement system(s) and the Quality Assurance/Quality Control (QA/QC) procedures DEP intends to use in monitoring sample analyses will be approved by EPA, and a Health and Safety Plan will be prepared, prior to commencing any field work.



## EXPANDED SITE INSPECTION (continued)

In accordance with CERCLA Section 104(a), DEP employees, officers or representatives will provide the owner, operator, or individual in charge of a site the opportunity to receive: 1) a split of each sample collected on that particular site, 2) a receipt describing the samples collected and 3) a copy of analytical results when available.

The ESI will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

## EXPANDED SITE INSPECTION WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. SUPPLEMENTAL FILE SEARCH	65
A. REVIEW EXISTING PA AND SI INFORMATION	
B. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
C. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION AND DEVELOPMENT OF ESI NARRATIVE	
D. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA FOR COMPREHENSIVENESS AND QUALITY	
E. GENERATE AND INTERPRET GROUND WATER MODEL	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. PRE-SAMPLING ASSESSMENT	30
A. NOTIFY APPROPRIATE OFFICES OF SITE VISIT AND OBTAIN SITE ACCESS APPROVAL	
B. SCHEDULE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SITE VISIT	
C. SITE VISIT - CONFIRM REPORTED CONDITIONS AND SELECT POSSIBLE SAMPLING AND SCREENING LOCATIONS	
D. DOCUMENT FINDINGS TO PROGRAM MANAGER	
3. GC SCREENING ANALYSIS, SAFETY AND QA PLANS PREP	50
A. PREPARE GC SCREENING ANALYSIS, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF GC SCREENING AND OBTAIN SITE ACCESS APPROVAL	
D. PREPARE AND SUBMIT SOIL BORING PERMITS	
E. SCHEDULE GC SCREENING ANALYSIS	

EXPANDED SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
F. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR GC SCREENING ANALYSIS	
G. COORDINATE GC SCREENING ANALYSIS, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
H. GC SCREENING ANALYSIS PREP	
4. MOBILIZATION, GC SCREENING ANALYSIS AND DEMOBILIZATION	200
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY GC OPERATION AREA, DECONTAMINATION AREA AND GC SCREENING LOCATIONS	
C. COLLECT GROUND WATER (GW) SAMPLES FOR GC SCREENING	
D. GC SCREENING ANALYSIS OF GW SAMPLES	
E. DOCUMENT SAMPLING ACTIVITIES AND PHOTOGRAPH SAMPLE LOCATIONS	
F. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
G. EXIT SITE AND COMPLETE FIELD LOG	
H. DEMOBILIZE UPON COMPLETION OF GC FIELD SCREENING	
I. DOCUMENT FINDINGS TO PROGRAM MANAGER	
5. MONITORING WELL INSTALLATION WORK PLAN PREP	70
A. PREPARE WORK PLAN AND SAFETY PLAN	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF MONITORING WELL INSTALLATION AND OBTAIN SITE ACCESS APPROVAL	
D. PREPARE AND SUBMIT WELL PERMITS	

EXPANDED SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
E. SCHEDULE AND SECURE DRILL RIG, EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR MONITORING WELL INSTALLATION	
F. COORDINATE WORK PLAN AND SAFETY PLAN WITH PARTICIPATING PERSONNEL	
6. MONITORING WELL INSTALLATION, SURVEY AND DEVELOPMENT	330
A. ACCESS SITE AND INITIATE FIELD LOG	
B. INSTALL MONITORING WELLS	
C. SURVEY WELLS	
D. DEVELOP MONITORING WELLS	
E. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
I. EXIT SITE, COMPLETE FIELD LOG	
7. SAMPLING, SAFETY AND QA PLANS; SAMPLE PREP	50
A. PREPARE SAMPLING, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF SAMPLING AND OBTAIN SITE ACCESS APPROVAL	
D. SCHEDULE SAMPLE ANALYSIS	
E. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SAMPLING	
F. COORDINATE SAMPLING, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
G. SAMPLE PREP	

# EXPANDED SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
8. MOBILIZATION, SAMPLING AND DEMOBILIZATION	200
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY SAMPLE MANAGEMENT AREA, DECONTAMINATION AREA AND SAMPLING LOCATIONS	
C. OPEN SAMPLE SHUTTLES AND INITIATE SAMPLE CHAIN OF CUSTODY	
D. COLLECT SAMPLES IN ACCORDANCE WITH EPA GUIDANCE AND THE MOST CURRENT NJDEP <u>FIELD SAMPLING PROCEDURES MANUAL</u>	
E. DOCUMENT SAMPLING ACTIVITIES AND PHOTOGRAPH SAMPLE LOCATIONS	
F. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
G. COMPLETE ANALYSIS REQUESTS, SAMPLE CHAIN OF CUSTODY AND SECURE SAMPLE SHUTTLES FOR SHIPPING	
H. EXIT SITE, COMPLETE FIELD LOG AND SHIP SAMPLES	
I. DEMOBILIZATION UPON COMPLETION OF SAMPLING	
J. DOCUMENT SAMPLING ACTIVITIES TO PROGRAM MANAGER	
9. SAMPLE ANALYSIS (AVERAGE 25 SAMPLES/SITE)	(CLP)
10. QA/QC REVIEW OF NON-CLP ANALYTICAL DATA	30
11. REPORT PREPARATION/REVISION	130
A. DEVELOP ESI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
D. TYPE REPORT/REVISIONS	



EXPANDED SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
12. COMPLETE QUICKSCORE	30
13. PROGRAM MANAGER REVIEW	10
14. COPY, BIND AND FILE REPORT; DATA ENTRY	5
	<hr/>
TOTAL	1,200

## SITE REASSESSMENTS

A Site Reassessment (SR) represents the gathering and evaluation of new information on a site previously assessed under CERCLA to determine whether further Superfund action is needed. A SR serves as a supplement to previous assessment work and not a replacement for traditional assessment activities. The scope of work for SR activity is flexible but will usually represent a component of a traditional site assessment action such as a Preliminary Assessment, Site Inspection, or a Site Inspection Prioritization. The purpose of this action is to document the expenditure of Superfund resources on older sites where EPA has received new information or learned that the site conditions have changed.

Various tasks routinely performed as part of the SR:

- o Review site-specific background data contained in previous site evaluation files (e.g., EPA Preliminary Assessment, Site Inspection, Site Inspection Prioritization report and/or State Reports) in terms of HRS requirements, and confirm CERCLA eligibility of site.
- o Update or revise the HRS screening score using the "QuickScore" method of scoring (if existing data is sufficient).
- o If existing data is not sufficient to score the site, notify the EPA and request technical direction as to whether or not additional non-sampling data shall be collected. Additional non-sampling data may include an on-site/off-site reconnaissance. The NJDEP shall complete the site scoring upon its determination that sufficient data has been found.
- o Prepare the SR report and complete the "Quickscore" site score. Include a recommendation for further action at the site.

SRs will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

## SITE REASSESSMENT WORKPLAN

TASK	MAN-HOURS
1. FILE SEARCH	50
A. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
B. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION	
C. LOCATE AND COPY REQUIRED MAPS	
D. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA	
E. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. OFF -SITE RECON AND ON-SITE RECON, IF NECESSARY/ REVIEW NON-SAMPLING DATA	100
3. COMPLETE QUICKSCORE	10
4. COMPLETE SITE REASSESSMENT REPORT	125
5. PROGRAM MANAGER REVIEW	10
6. COPY, BIND AND FILE REPORT; DATA ENTRY	5
	<hr/>
TOTAL	300

# MONMOUTH COUNTY PLANNING BOARD

## FREEHOLD • NEW JERSEY

One East Main Street • Freehold, NJ 07728

Phone: 732-431-7460 Fax: 732-409-7540

**Vincent Domidion II**  
Board Chairman



*York*

**Robert W. Clark**  
Director of Planning  
robert.clark@co.monmouth.nj.us

09 May 2012

Mr. Roch Baamonde, Chief  
Grants & Contracts Management Branch  
USEPA Region 2  
290 Broadway, 27<sup>th</sup> Floor  
New York, New York 10007-1866

**RE: Intergovernmental Review – Superfund Preliminary Assessments/Site Investigations**

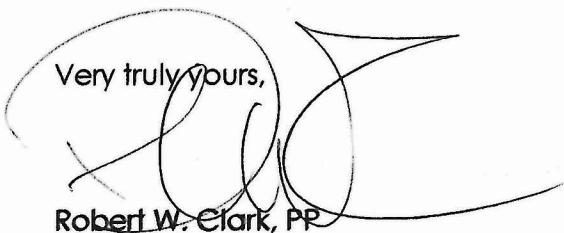
Dear Mr. Baamonde:

The Monmouth County Planning Board was pleased to learn of the New Jersey Department of Environmental Protection (NJDEP) 2012-2013 grant application to continue their Hazardous Waste Site Inventory Preliminary Assessments and Site Investigations program. This important program facilitates the discovery of potable well contamination sources, assisting swift remedial action. Financial support from the USEPA to continue this program will augment New Jersey's efforts to improve water quality.

Staff of the Monmouth County Planning Board found this application to be consistent with the goals, objectives, and policies set forth in the Monmouth County Planning Board's County Master Plan, the Monmouth County Growth Management Guide (GMG). Specific relevant objectives include several under Goal X, which encourage the provision of a safe and pollution-free water environment, and Objective VI-2, which encourages the protection of natural resources. We are therefore pleased to support this application.

If you have any questions please contact Linda Brennen, Supervisor of the County Planning Board's Environmental and Sustainability Planning Section.

Very truly yours,

  
Robert W. Clark, PP  
Director

c: Bonnie Goldschlag, AICP/PP, Assistant Director  
Linda J. Brennen, AICP/PP, Supervisor, Environmental & Sustainability Planning

Monmouth County Board of Chosen Freeholders

[www.visitmonmouth.com](http://www.visitmonmouth.com)

2012 MAY 15 PM 2:29  
GRANTS & CONTRACTS  
ENVIRONMENTAL PROTECTION  
AGENCY/DEPARTMENT

Montserrat Council Board of Directors

Subject: Environmental and Geographical Planning Board  
Date: 15th May 2013

Director  
Kerem M. Clark

Dear Sir,

Environmental and Geographical Planning Board  
It is a pleasure to inform you that the Board of Directors of the Council Planning Board

has approved the following:

Objective 1: To encourage the protection of natural resources. We are therefore pleased to  
note that you have encouraged the provision of a safe and pollution-free water environment and  
provision of Council Planning Board (CPB) specific relevant objectives and relevant  
objectives and policies set forth in the Montserrat Council Planning Board's Council Water Plan. The  
plan of the Montserrat Council Planning Board should be consistent with the Board

from the 1995 to 2000 the Board will implement new policy and efforts to improve water quality  
the development of water quality management systems, including water resource action plan and  
development of water quality management and the implementation of the water quality management  
development of water quality management (WQM) 2013-2015 plan of action to continue the water quality  
the Montserrat Council Planning Board was pleased to learn of the new policy development of

Best regards,

cc: Environmental Review - Subordinate Management/Investigation

15th May 2013  
15th May 2013  
15th May 2013  
15th May 2013  
15th May 2013

15th May 2013

15th May 2013  
15th May 2013



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